

## **Communication Protocols**

The general guidance provided below is for the Council as a body or for individuals functioning in their official capacity as members of the Council. As always, members as private individuals are free to communicate as they wish, with whomever they wish.

### **Council Member to Council Member**

- Council members are encouraged to communicate often with each other.
- The Sanctuary should provide means to do so.

### **Council Member to Constituents**

- Council members are encouraged to communicate on a regular basis with their constituents, in order to increase their ability to represent their constituents to the Sanctuary and vice versa.
- The Sanctuary should help members to do so.

### **Council Member to Sanctuary Staff**

- Council members should feel free to communicate with any member of the Sanctuary's staff, notifying the Coordinator as a courtesy.

### **Council to the Media**

- The Sanctuary may rely on the Council as a body and individual Council members to help share information with the media.
- Talking points or other guidance should be provided.

### **Council to Council**

- Councils are encouraged to communicate with each other.
- NMSP should facilitate such communication.

### **Council to External Parties (Excluding Congress)**

- On some occasions, it will be appropriate for the Council to communicate with external parties.
- Such communication must be approved by both the Council and the Sanctuary Manager and must be sent on Council letterhead.

### **Council to Congress**

- Council members may respond if a Congressional member makes an inquiry to the Council.
- A Council may not write directly, or send copies of correspondence, to the U.S. Congress, either at the request of NOAA or on its own initiative.